

# Maryland Mortgage Program Loan Process

Approved lender takes the loan application, underwrites the loan, approves internally.

Following the **Pre-Closing Compliance** Checklist (Attachment CC or GG), lender submits package using Lender Online. If borrower is getting DPA, Attachment DD is submitted (in the second lien section).

CDA reviews package and posts any conditions in Lender Online (usually within 48 business hours). If no conditions, loan is approved.

Lender checks Lender Online to view conditions, submits any documentation needed.

CDA reviews new documentation (within 48 business hours) and approves file if all conditions are met.



After approval, lender downloads the **Closing** package from Lender Online, including DPA loan docs and MCC certificate if applicable.

Loan closes.  
Lender submits **Post Closing Compliance** package to CDA following the checklist (Attachment EE or HH). If DPA is involved, Attachment FF is also followed and submitted.  
  
Lender also submits purchase package to US Bank (via DocVelocity).

MCC fee checks are processed by CDA Finance.

CDA reviews post-closing compliance package and posts any conditions on Lender Online (usually within 48 hours). If no conditions, loan is approved. Approval is automatically sent to USB.

US Bank reviews purchase package in DocVelocity and posts any conditions (can be viewed in Lender Online). If no conditions, loan is approved and purchased. (Special Assistance Grant reimbursement funds are wired directly to lender from US Bank.)

After loan is purchased by US Bank, CDA wires DPA loan/grant reimbursement to lender (occurs twice monthly).

Loan is with CDA	Action by CDA Finance
Loan is with Lender	Loan is with US Bank